



## Traveling Tips

When you are traveling for business or for pleasure, consider certain precautions to enhance your safety. Below are guidelines that may reduce your risk of becoming a victim of a crime.

### What To Do Before Leaving

- ➔ If possible, have a family member or a trusted friend stay at or visit your home while you are away. Have them pick up the mail, attend to your yard and take care of your pets.
- ➔ If you cannot get someone to house sit, let the local police department know that you are going away and when you will be returning.
- ➔ Have your neighbor park their car in your driveway or close to your home and ask your neighbors to keep an eye on your house.
- ➔ Arrange for a neighbor to collect your newspapers and mail or put a stop on them.
- ➔ Have your neighbors put some of their trash into your empty garbage pail.
- ➔ Set radio alarms to go off at different times and install timed switches to lights so that the lights go on and off periodically.
- ➔ Before setting out on your trip, write down serial numbers and identification numbers of cameras, binoculars and any other valuables you will be taking along. Accurate descriptions of stolen items will be helpful if the possessions are recovered and in reporting your losses to police.

### On The Road

- ➔ Use a reputable travel agent. Get an agent that knows the area so that you're not in a disreputable hotel.
- ➔ Carry as little luggage as necessary. Label each piece of luggage with your name and address so that it's hidden (not visible to the casual observer). Include labels inside of your luggage as well. Be sure your luggage can be locked. Keep your luggage close to you at all times.
- ➔ Stay alert to what's happening around you. Make sure someone knows where you're going and when you expect to return.

- ➔ Leave important non-travel papers, such as your social security and credit cards at home. If you need these documents, take a copy. If traveling to a foreign country, photocopy all documents. Some of the documents to photocopy are passports, credit cards and tickets. Before leaving home leave the copies with a friend or family member. Also, you can store copies of this information in a hotel safe.
- ➔ If traveling to many different countries, before leaving your home try to get a little bit of currency from each country. This is to insure that if you need money in an emergency you have it. Carry a currency exchange list with you as well.
- ➔ Carry change for emergency telephone and transportation use.
- ➔ Use traveler's checks and credit cards instead of cash, whenever possible.
- ➔ Travel well lit routes when walking or driving.
- ➔ Pickpockets are still in business, but most of them work in groups known as "distraction teams." Be aware of people bumping into you or spilling things on you and wiping it off. Someone else may be grabbing your luggage, purse or other valuables while you're distracted.

#### **Hotel Safety**

- ➔ Request personnel identification before answering the door in a hotel or motel. If the person claims to be an employee, call the front desk and check.
- ➔ When returning to your hotel or motel late in the evening, use the main entrance.
- ➔ Close the door securely whenever you are in your room and use all of the locking devices provided.
- ➔ Avoid hotels that use guestroom keys; they can be duplicated. Stay only where coded cards are used. If you do stay in a hotel or motel where keys are used don't carelessly leave them on restaurant tables, at the swimming pool, or other places they can be easily stolen.
- ➔ Place all valuables in the hotel or motel's safe deposit box.
- ➔ Check to see that any sliding glass doors or windows and any connecting doors are locked. If you see any suspicious activity, report your observations to the management.
- ➔ Carry and use portable door alarms.